MINUTES
Strategic Planning Committee

DATE	May 19, 2004
TIME	10:00 AM
LOCATION	Old Assembly Room, Capitol Building, 101 N. Carson Street, Carson City, 2nd floor
RECORDER	Alisanne Maffei, Strategic Planner

ATTENDEES

Name	Attend ✓	Name	Attend ✓
Chair – Mike Hillerby, Governor's Office		Co-Chair – Perry Comeaux, Department of Administration	✓
Birgit Baker, DETR	✓	Alisanne Maffei, DoIT	✓
Mark Blomstrom, DoIT	✓	Dave McTeer, DOA	✓
Miles Celio, Military		Randy Potts, DoIT	
Chuck Chinnock, Taxation	✓	Keith Rheault, Education	✓
Robert Chisel, NDOT	✓	Kathy Ryan, DoIT	✓
Jackie Crawford, Corrections		Terry Savage, DoIT	
Terry Crawforth, Wildlife	✓	Scott Sisco, Cultural Affairs	✓
Jeanne Greene, Personnel	✓	Roger Sliva, DoIT	✓
Don Henderson, Agriculture	✓	P. Forrest Thorne, PEBP	✓
Freeman Johnson, CNR	✓	Giles Vanderhoof, Military	
Sara Jones, Cultural Affairs	✓	Doug Walther, B&I	
Dave Kieckbusch, DPS		Mike Willden, DHR	✓
Ginny Lewis, DMV	✓	Pat Wlodarczyk. Wildlife	✓

CALL TO ORDER

I   Introduction

- Perry Comeaux called the meeting to order.

II   Review and Approval of the Minutes

- After review of the April meeting minutes, it was moved to accept the minutes and seconded. There were no other comments. The minutes from April 14, 2004 were accepted as presented.

III   Committee Membership

- Perry Comeaux welcomed Dr. Keith Rheault, as a new attendee to the IT Strategic Planning Committee (ITSPC) meeting; introductions were made of all in attendance.

IV   Enterprise Architecture

- A presentation was made on Enterprise Architecture for the State of Nevada by Roger Sliva, the State IT Architect. The need to understand the business needs in the state including practices and processes was discussed. It was agreed that the ITSPC exists to provide direction to the business procedures use of technology, with the reminder that IT is the tool not the end.

- The Architecture Committee was cautioned to review captured/harvested data with each agency and to continue to communicate directly with the agency on a one on one basis.

V   Enterprise Wide Project Methodology

- Alisanne Maffei provided the long term enterprise wide project methodology for the Committee to review for approval. See attached summary power point version of the presentation. No changes were noted to the methodology as presented.

- An update on the status of the e-payment enterprise project was made by Dave McTeer, Administration.

- It was requested to place the e-payment project information into the enterprise wide project methodology.

VI   Discussion

- The State of Nevada Enterprise IT Strategic Planning process to date was reviewed by Alisanne Maffei with the group;
- The FY06/07 TIR Status was provided by Kathy Ryan as a related update in preparation for the IT Project Prioritization process for the June meeting.
- Dave McTeer presented the IT Optimization Study status. Dave stated that recommendations are to be presented at the August ITSPC meeting.

- Mark Blomstrom introduced the update on the Communications Steering Committee, including the Finance Subcommittee and Radio Interoperability migration. Additional input per Dave McTeer on the DPS NHP transition to 800 mhz and site updates was included.

VII   Future Issues/New Business

- None noted.

VIII   WRAP UP

The next meeting of the IT Strategic Planning Committee was scheduled for June 15, 2004. It will be held in the Education Board Room, 700 E Fifth Street, Carson City.

ACTION ITEMS

Item No.	Description	Assigned To
1.	Support IT prioritization process with DoIT Planning Unit and Budget Office	Alisanne Maffei
3.	Collect input for Enterprise IT Strategic Plan with Directors	Alisanne Maffei
4.	Statewide Interactive Video Teleconferencing Cost Pool rough estimate and details	Mark Blomstrom
6.	Collect and publish State Videoconferencing Equipment inventory	Alisanne Maffei
7.	Distribute Letter of Decision, e-payment, done	Perry Comeaux

Related Links / Contact Information:

Terry Savage contact: 684-5801, cell 721-5184, tsavage@doit.nv.gov

IT Security email infosec@state.nv.us

NSA security training took place on May 18/19 and May 20/21 as announced at the March committee meeting; send queries for related information to infosec@state.nv.us.

Nevada Communications Steering Committee website http://ncsc.nv.gov/